SAM/ITT/2026/0012

16 November 2026

Dear Sir/Madam

INVITATION TO TENDER FOR THE PROVISION OF VENICE BIENNALE 2027 (VB27) SINGAPORE PAVILION – EXHIBITION AND PROJECT AGENT SERVICE FOR SINGAPORE ART MUSEUM

1. Singapore Art Museum would like to invite tenderers to submit their proposals for the **VB27 Singapore Pavilion – Exhibition and Project Agent Service** for Singapore Art Museum for a period **from December 2026 to December 2027.**

2. Broadly, the scope of work and deliverables include project management fees, procurement of projection screens and audio-visual equipment, fabrication of walls and graphics, supply of manpower for installation and de-installation, hiring of exhibition docent/sitter, and event management support for the Singapore Pavilion Launch Event.

3. Full **Requirement Specifications** will be made available after Vendors submit a signed Non-Disclosure Agreement.

4. The invitation comprises the following documents:

   - This Cover Letter
   - Section A: Instructions to Tenderers
   - Section B: Non-Disclosure Agreement
   - Section C: Prescribed Forms
   - Section D: Conditions of Contract

5. Submissions shall be evaluated based on the following criteria:

   - **Competitive Pricing:** Price tendered with detailed breakdown of fees and costs per item.

   - **Industry Reputation:** Tenderers are to submit performance track record (company profile, list of relevant projects undertaken by the Company during the last 5 years, and example of ability and expertise to undertake the project in terms of the ability to provide quality product, services and workmanship for museum standard equipment.

   - **Technical Approach:** Ability to understand the Project Scope and the exhibition plans, design and methods that will be used by the Tenderer to undertake the provision of Goods and Services to meet the Requirement specifications.

   Critical Criterion*
   **Submissions that do not meet these criteria are liable to be disqualified.*

- No debarment status from public sector tenders on or after the Closing Date.
- Compliance with all instructions for the submission of Tender Offers as set out in the Invitation to tender
- Ability to execute the Scope of Work
- Ability to meet the stated timeline for delivery of services

6. Documents to be submitted by the Tenderer are:

   a. Appendix A: Schedule of Rates (SOR)
   b. Section D: Prescribed Forms

7. Tenderers are to submit their documents via email to the following address by the Closing Date **4 December 2026, 4pm SGT**: procurement@singaporeartmuseum.sg.

8. For further clarifications, you may send an email to the following:

   Sherlyn Wong
   Assistant Director, Strategy & International Partnerships
   sherlyn.wong@singaporeartmuseum.sg

7. Singapore Art Museum does not bind itself to accept the lowest or the whole of any quotations. This ITT will be governed by the attached, Conditions of Contract.

8. Thank you.

Yours faithfully.



Shabbir Hussain Mustafa
Chief Curator
Singapore Art Museum

Confidentiality Note:
Except with the consent in writing of SAM, Vendors invited shall not disclose to any third parties this Invitation to Tender, the provisions of the Invitation's documents, and any information, instructions, plans, drawings, specifications, documents, materials and other items shown or given to the Vendors pursuant to this Invitation to Tender by or on behalf of SAM.